



Upper Big Blue Natural Resources District

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Parks Program

The District Parks Program offers financial assistance to communities for the development or improvement of natural resources in nature areas, campgrounds and park facilities. This program is available for any city, town, county or school located in the district. The district is not considered the lead agency in park development, but will assist in the funding.

ELIGIBLE PROJECTS

- Development of a recreational area plan, including engineering, if necessary
- Picnic shelters and restrooms, and associated water and electrical facilities
- Camper hook-ups and pads, camper dump stations
- Grills, fire rings and picnic tables if included as a component of the overall recreation area plan
- Playground Equipment
- Recreation Trails
- Grading, seeding and landscaping
- **Non-Eligible Projects:** Ball fields, tennis courts, swimming pools and racetracks

FUNDS AVAILABLE

cost-share limitations: The district's cost-share rate shall not exceed 50% of the total cost of the project, however, the district's contribution shall be not less than \$500 nor more than the maximum of \$10,000. The NRD Board of Directors has the authority to modify the dollar contributions based on the community's best interest and benefits provided. All applications submitted by the deadline will be evaluated and ranked by the committee based on their merits and enhancement of overall District goals. Total funds available for distribution will be limited to annual District budgetary allocations for this program.

CRITERIA for ELIGIBLE PROJECTS

- 1) Each project must be sponsored by a city, village or county with the statutory authority and capability to develop, manage and oversee public recreation areas. An organized group within the area may sponsor the project but must have the written endorsement of the city, village or county and must identify the party responsible for maintenance.
- 2) The recreation areas, parks or trails, must be part of a comprehensive plan for the municipality or county. A copy of the plan should be included with the application.
- 3) Projects must conform with all local, state and federal laws, guidelines and codes.
- 4) NRD approval of the application is not contingent upon state or federal assistance. However, the applicant is encouraged to make use of state and/or federal funds whenever possible.
- 5) The project shall be open to the general public at all times.

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APPLICANT RESPONSIBILITIES

- 1) Sponsor of the project shall submit an application on forms supplied by the district.
- 2) A preliminary plan must be submitted with the application, and include as a minimum:
 - a) Specific facility and area design plan
 - b) Location map
 - c) Detailed component cost estimate
 - d) Implementation schedule
 - e) Population affected
- 3) The parties will enter into an Inter-local Agreement which spells out the responsibilities of all participating entities.
- 4) The applicant shall obtain all necessary permits and easements.
- 5) The applicant shall be responsible for administering all notices, bids, contracts and pay requests.
- 6) The applicant must control all erosion on the site during construction and until permanent vegetation is firmly established.
- 7) The applicant shall be responsible for all damages or claims due to construction, or operation and maintenance of the project, and assumes any and all costs for insurance, and liability for any action, suit, damage, loss, claim or judgement arising from the future uses of such facilities and works.

DISTRICT RESPONSIBILITIES

- 1) Administration of the Parks Program.
- 2) Provide technical assistance as needed.
- 3) Staff shall review plans, determine eligibility, and recommend project prioritization to the Projects and Planning Committee of the NRD Board for consideration.
- 4) Provide reimbursement to the applicant when the project is completed and when:
 - a) All copies of final bills are received.
 - b) A certificate of completion is received.

Reset Form

Print Form

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PARKS PROGRAM

Application Form

Name of Applicant: _____

Address: _____

Contact Person: _____ Phone: _____

Contact Email: _____

Project Name: _____

TYPE OF PROJECT:

Camper Pads & Hookups

Picnic Tables

Grading, Seeding, Mulching

Playground Equipment

Park Restroom

Recreation Area Plan

Picnic Grills or Fire Rings

Recreation Trails

Picnic Shelter

Other _____

ESTIMATED SCHEDULE OF PROJECT DEVELOPMENT:

ESTIMATED PROJECT COSTS

Total Costs: \$ _____

Funds Provided by Other Sponsors: \$ _____

Amount Requested from NRD: \$ _____

ACKNOWLEDGMENT: I hereby attest that the above project is needed and will provide general benefits to the public. I also certify that the data contained herein is true and correct to the best of my knowledge and that the filing of this Project Request has been authorized by the Governing Board of the applicant.

Name & Title: _____ Date: _____

Authorized Signature: _____